September 27, 2023 Regular Board Meeting
TEWKSBURY TOWNSHIP BOARD OF EDUCATION

The Regular Board Meeting of the Tewksbury Township Board of Education was called to order by Ms. Stein at 7:00 p.m. at Old Turnpike School.

Ms. Stein read the Sunshine Law:

Welcome to a meeting of the Tewksbury Township Board of Education. The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Tewksbury Township Board of Education has caused notice of the time and place of this meeting to be published in the Courier News and the Hunterdon Democrat and notice of the meeting has been posted on the Tewksbury Township School District website. www.tewksburyschools.org.

The Board pledged Allegiance to the Flag.

PRESENT: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein

ABSENT: Ms. Carrino

ALSO PRESENT: Dr. Jennifer Shouffler-Superintendent, Heather Goguen-Business Administrator

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Ms. Stein and seconded by Dr. Simon to close the public comment portion of the meeting.

All in Favor: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

PRESENTATION: There was a Presentation from Architect- Mr. Bill Bannister, Parette Somjen Architects, LLC and a Facilities Walkthrough at OTS led by Mr. Craig Ely, Buildings & Grounds Coordinator.

CORRESPONDENCE: None.

SUPERINTENDENT'S REPORT: Dr. Shouffler introduced Mr. Bill Bannister from Parette Somjen Architects and Craig Ely, the Buildings and Ground Coordinator. The board and any visitors were then taken on a walk-through of Old Turnpike School. Next week is the Week of Respect which will be celebrated in both schools. The Board reviewed the HIB Report, Enrollment Reports and the Emergency/Fire Drill Reports.

School	Tewksbury Elementary School	
Month/Year	Sept. 2023	Sept. 2023
Date	9/7/2023 9:00 AM	9/13/2023
Drill Description	Fire Drill	Lockdown Drill

Duration/ Time of Drill	**5 minutes**	**7 minutes**
Weather Conditions	**Sunny and warm**	**n/a**
Conductor of Drill	**L.Moore & D. Grover**	**L.Moore**
Notification Method	**N/A**	**Loud Speaker**

School	**Old Turnpike School**	
Month/Year	**Sept. 2023**	**Sept. 2023**
Date	**9/6/2023**	**9/14/2023**
Drill Description	**Fire drill**	**Lockdown**
Duration/ Time of Drill	**5 min**	**5 min**
Weather Conditions	**Sunny, hot**	**Sunny**
Conductor of Drill	**Mitchell, Krowl, Scala**	**Krowl, Mitchell**
Notification Method	**Fire alarm system**	**walkies**

MINUTES: Motion was made by Ms. Stein and seconded by Ms. Munoz to approve the following minutes:

- August 23, 2023 Board Retreat
- August 23, 2023 Regular Board Meeting
- August 23, 2023 Executive Session

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

CURRICULUM: Dr. Shouffler presented the Board with possible tiger logos for the district. The Board voted on their preferred logo. Dr. Shouffler discussed the many clubs that are being offered at both schools through the district, the PTA and Whittemore. After school sports are also in full swing. Since there were not enough students for a Field Hockey team, there will now be a Volleyball team. Dr. Shouffler is requesting the board approve the grant for high impact after-school tutoring. Teachers reviewed the NJSLA student results at a meeting and noted a need to help some students during the summer so they do not lose progress in math and ELA skills.

POLICY: None.

FINANCE: Dr. Shouffler thanked the Tewksbury Education Association for their generous donations to support enriching programs for the students. Ms. Goguen would like to close the bank account for the play. She is working with Dr. Mitchell to use the remaining funds on a purchase benefitting the students.

Motion was made by Ms. Stein and seconded by Ms. Munoz to approve the following:

Approval of Bills

BE IT RESOLVED that the Board approve the attached lists of district bills for payment as presented by the School Business Administrator for the period August 24, 2023 through September 27, 2023 for a total amount of $1,038,625.25.

Acceptance and Approval of Board Secretary's Report for the month of August, 2023.

BE IT RESOLVED that upon review of the Board Secretary's Reports for the month of August, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary's certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Acceptance and Approval of Treasurer's Report for the month of August, 2023.

BE IT RESOLVED that upon review of the Treasurer's Report for the month of August, 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board Secretary further certifies, based on the Board Treasurer's Report, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to NJAC 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

Approve the attached list of transfers.

Approve the following workshop/travel requests for the 2023-2024 school year.

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator make the findings and approve attendance and travel for the following workshops/meetings:

- that travel is directly related to and within the scope of the employee or Board member's duties or responsibilities; and for employees, the school district's professional development plan;
- that travel is critical to the instructional needs of the district or furthers the efficient operation of the district;
- that the travel is in compliance with state and federal travel payment guidelines; and
- that the travel is in compliance with the District policy on travel.

Staff Member	Date	Registration	Other Expenses*	Event/Destination
Lisa Moore	10/26/23	-0-	Mileage = $26.70	Rutgers Graduate School of Education - Reading Strategies: Essential Teaching for Every Classroom - New Brunswick, NJ
Megan Verderamo	10/25/23	75.00	-0-	Virtual Webinar - I&RS to MTSS - Implementing MTSS to Meet NJ Intervention & Referral Service Requirements
Heather Goguen	10/23/23 &10/24/23	$550.00	Mileage = $124.08 Tolls/Parking/Taxis = $100.00 Lodging = $98.00 Meals = $59.00	New Jersey School Boards Association Workshop 2023, Atlantic City, NJ

Andrea Stein	10/23/23 &10/24/23	$550.00	Mileage = $124.55 Tolls/Parking = $25.00 Meals = $59.00 Lodging = $98.00	New Jersey School Boards Association Workshop 2023, Atlantic City, NJ
Megan Verderamo	10/19/23 &10/20/23	$245.00	-0-	Using the Dual Discrepancy Consistency (DD/C) Model of the Patterns of Strengths and Weaknesses (PSW), Bridgewater, NJ
Samantha Wu	2/26/24	$270.00	Mileage=$34.22	TCNJ Scholars Engagement Series - Teaching Science Through Issues to Increase Engagement, Meet NGSS and Prepare Citizens, The College of NJ, Ewing, NJ
Sara Femiano	11/16/23	60.00	-0-	Virtual Workshop: Children's Mental Health and Developmental Disabilities Online - Rutgers, NJ
Sara Femiano	10/17/23	-0-	Mileage = $16.54	Better Suicide Risk Detection workshop, JPCASE Middle School Flemington, NJ
Sara Femiano	23-24 School Year	199.99	-0-	Virtual Course - Executive Function Mastery Course - Evidence Based Strategies to Improve Attention, Memory & Self-Regulation, PESI
Sheila Donovan	1/3/24	-0-	-0-	Virtual Webinar - The Columbia-Suicide Severity Rating Scale: Saving Lives and Protecting Liability in Schools, Morris Union Jointure Commission
Mary Chandler	11/8/23	75.00	-0-	Virtual Webinar - Spreadsheet Tips, Tricks & Well-kept Secrets, National Association of Educational Office Professionals
Robert Lovering	2/26/24	270.00	-0-	TCNJ Scholars Engagement Series - Teaching Science Through Issues to Increase Engagement, Meet NGSS and Prepare Citizens, The College of NJ, Ewing, NJ
Sheila Donovan	10/17/23	-0-	Mileage=$18.80	Better Suicide Risk Detection with the Columbia Protocol,JP Case Middle School, Flemington, NJ

*Mileage will be reimbursed according to board policy.

Approve the following OTS fundraisers for the 2023-2024 school year. Funds will benefit the 8th grade class trip to Washington DC.

Name of Fundraiser	Description	Date	Advisor/Chaperone	Additional Chaperones Needed
Brochure and Magazine Drive	Discounted Magazine Sale and Brochure Item Fundraiser	Sept. 15-Oct. 15	Dee Krowl	n/a
School Dances	Dances for grades 5-8	October, December, February, April	Dee Krowl Bonnie Mendralla	2 @ $40/hour each
Trunk or Treat/Haunted Hallway	Pizza Sale and Haunted Hallway during PTA's Trunk or Treat Event.	October, 2023	Dee Krowl Bonnie Mendralla	2 @ $40/hour each

Pie Sale	Sale of Thanksgiving Pies from Tranquility Farms	October-November, 2023	Dee Krowl Bonnie Mendralla	n/a

Approve the following Old Turnpike School events:

Name of Fundraiser	Description	Date	Advisor/Chaperone	Additional Chaperones Needed
8th Grade Social	End of Year Celebration for 8th Grade Class	June, 2024	Dee Krowl Bonnie Mendralla	Advisors will Chaperone @ $40/hour
First Responders Breakfast	Grades 5-8 will hold a Breakfast for area First Responders	November, 2023	Dee Krowl Bonnie Mendralla	Advisors will Chaperone
Giving Tree	Student/family purchases a gift for child in need	November-December, 2023	Dee Krowl	n/a

Approve the following field trips for the 2023-2024 school year.

Grade	Destination	Date (month/year)	Approximate Cost per Student (cost of attendance not paid by district)	Coordinating Teacher/Staff
Pre K	Story time at Oldwick Library	May 2024	$0	Kovalsky
K	Fosterfield's Farm	May 2024	$11	Gentile
K	Tewksbury Police Station & Rescue Squad	March/April 2024	$0	Gentile
1	Centenary College Theater	Oct/Nov 2023	$10	Saksa
1	RVCC Planetarium	Feb/March 2023	$10	Saksa
2	Doyle's Farm	May 2024	$25	Bristow
2	RVCC	April 2024	$9	Nugent
3	NJ State Museum (Digging for Dinosaurs and Immigration Exhibit)	April 2024	$5	Nichols
4	Visit to OTS - moving up program	June 2024	$0	Cutri-French
5	Bronx Zoo	April 2024	$100	Mendralla

5/6	Medieval Times	Oct./Nov. 2023	$110	Mendralla
7	Camp Mason	April 2024	$200	Krowl/Caruso
8	Peer Leadership Conference	Feb. 2024	$75	Krowl
8	DC overnight	May 2024	$700	Krowl
8	Michael Fowlin at CTMS	Nov 2023	$0	Cutri-French
8	NYC Play	TBD	$75	TEF/Krowl
8	Voorhees High School visit	Jan. 2024	$0	Cutri-French
5-8	Women's Club Silver Tea	Dec. 2023	n/a	Polinger/Shaffer
5-8	Thrills & Trills Dorney Park Trip	May 2024	$140	Polinger/Shaffer
5-8	Voorhees High School VE Choral Day	Dec. 2023	n/a	Polinger
5-8	TES for 4th Grade move up performance	May/June 2024	n/a	Polinger/Shaffer

Approve the grants from the TEF for the following:

Requested by	School	Grant Request	Amount of Grant
Lisa Moore	TES	Author Visit by Sheetal Sheth, author of Always Anjali, which focuses on how everyone is different and why being different is "marvelous". Ms. Sheth would meet with small groups of students, K-4 assembly and after school meeting with parents.	$2,500.00 plus travel expenses
Lisa Moore	TES	In depth STEM green screen technology program by John Marshall, Weatherman for the 4th grade.	$3,975.00

Approve the closing of Peapack Gladstone Bank Account XXXXX0609 (Play Account).

Approve the submission of the NJ Learning Acceleration Program: High Impact Tutoring Program grant for up to the full amount of $18,000 as available to the district.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

TECHNOLOGY: Ms. Goguen stated that the phone system has been converted into a cloud-based system. Some glitches are still being worked out. The internet switches will be replaced over teacher convention break.

FACILITIES: The October 11, 2023 meeting will be at Tewksbury Elementary School and there will be a building walk-through. Food service has started off very well. However, the off-site pizza purchased has not been up to standards and a new pizza vendor will be contacted to fill the weekly order.

TRANSPORTATION: Tewksbury bus routes and out of district bus routes are listed for approval.

Motion was made by Ms. Stein and seconded by Dr. Simon to approve the following:

Approve theTewksbury Township bus routes for the 2023-2024 school year.

Approve the joint transportation agreement with Lebanon Township for choice students attending Lebanon Township School District for the 2023-2024 school year.

Approve the joint transportation agreement with Washington Township for choice students attending Tewksbury Township School District for the 2023-2024 school year.

Approve the following Hunterdon County ESC bus routes for out of district students for the 2023-2024 ESY and school year:

Route #	Student ID #	ESY Route Cost	ESY Aide Cost	Annual Route Cost	Annual Aide Cost
2417	2939084202	N/A	N/A	$50,648.40	$4,842.00
2347	2939084202	$9,020.00	$1,400.00	N/A	N/A
Q2427	8327372	N/A	N/A	$58,140.00	$13,500.00
S2405	8327372	$7,470.00	$2,250.00	N/A	N/A
2302	6150315175	N/A	N/A	$65,835.00	N/A

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

COMMUNICATIONS: The communication survey has been sent out twice via email. Some suggestions have already been implemented. There will be a summary of the feedback received at the next meeting.

OTHER: The BOE strategic planning committee met last week. NJSBA representative, Gwen Thornton, was also in attendance. 3 community meeting will be scheduled in the upcoming months.

LEGISLATIVE REVIEW: None.

OPPORTUNITY FOR PUBLIC COMMENT: None.

Motion was made by Ms. Stein and seconded by Ms. Fleming to close the public comment portion of the meeting.

All in Favor: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

PERSONNEL: Two new paraprofessionals will be joining our staff. One as a library clerk and another as a special education aide. There are many clubs to be approved.

Motion was made by Ms. Stein and seconded by Ms. Fleming to approve the following:

Approve the following substitute teachers for the 2023-2024 school year, pending criminal history review:

- Chris Mortenson
- Audra Hofacker

Approve the following staff members as substitute teachers for the 2023-2024 school year:

- Amy Horensky
- Tracy Barnes
- Lauren Sanford

Approve the maternity leave extension request from Yahna Fiscarelli, 5th Grade Elementary Science and Social Studies Teacher. Ms. Fiscarelli is requesting unpaid leave, with a return date of November 13, 2023. (TES-TCH-05-02)

Approve to extend Kelly Scardelli as a 5th Grade Elementary Science and Social Studies Maternity Leave Replacement Teacher through November 13, 2023. (TES-TCH-05-02)

Approve the following staff member as a medical aide for OTS after school soccer practice and games at the student supervision rate of $40/hour. Only 1 aide will work per day.

- Dee Krowl (backup 3)

Approve Meghan Hughes, a graduate student at Campbellsville University, to observe Guidance Counselor Sheila Donovan at Tewksbury Elementary School for 10 hours this semester for her Developmental Guidance Elementary Class.

Rescind the following honoraria position which was approved at the August 23, 2023 meeting:

Name	Position	Stipend
Darcy Harp	Field Hockey Head Coach	$4,401.00

Approve the following honoraria position for the 2023-2024 school year:

Name	Position	Stipend
Darcy Harp	Volleyball Head Coach	$4,401.00

Approve the following clubs at Old Turnpike School for the 2023-2024 school year:

Advisors	Name of Club	Description	Stipend (half year club)	Supply Budget
Pete Berg	Fishing Club	Fishing at the pond at TES on select days	$1,500.00	$500.00

	Grades 5-8	and other meetings involving fishing related activities such as fly tying, 3D modeling and printing lures, creating wood lures and possible rod building.		
Nicole Polinger	Gaming Club Grades 5-8	Students will play video games and participate in VR games.	$1,500.00	n/a
Nicole Polinger	Jewelry Arts Grades 5-8	Students will learn jewelry making techniques including string weaving, beading, leather and metal stamping.	$1,500.00	$200.00
Sandy Brinkhoff	Art Club Grades 7-8	Students will meet to focus on creating 3D Junk Sculptures with a goal of displaying sculptures at the Hunterdon Art Museum in the Spring.	$1,500.00	$500.00
Sandy Brinkhoff	Environmental Club Grades 5-6	Students will focus on creating art projects from recycled materials. Students will assemble and paint their own birdhouse, make a muddy seed bomb, create eco eco-friendly bird feeder and plastic bottle garden.	$1,500.00	$500.00
Cathy Zisk	Board Gaming Club Grades 5-8	Students will socialize and play non-screen games together including card games, Life, Battleship. Encourages cross-grade friendships.	$1,500.00	Board Games $100.00
Daniela DiGiovanni	Math League Grades 5-8	Students can fine tune their math skills and show their abilities through contests to compete with other schools.	$1,500.00	$1,000.00

Approve the following staff members as ski club chaperones for the 2022-2023 school year:

Name	Compensation	Hours
Dee Krowl	$40/hour	Not to exceed 8 hours per trip
Kristen DiYanni	$40/hour	Not to exceed 8 hours per trip
Bonnie Mendralla	$40/hour	Not to exceed 8 hours per trip
Scott Steinman	$40/hour	Not to exceed 7 hours per trip + mileage reimbursement as emergency vehicle driver not to exceed 101 miles @ $.47/mile*
Heather Olla (back-up)	$40/hour	Not to exceed 8 hours per trip
Cathy Zisk (back-up)	$40/hour	Not to exceed 8 hours per trip

Any substitute emergency vehicle driver not to exceed 101 miles $.47/mile

Approve the job description for the Library Clerk/Paraprofessional.

At the recommendation of the Superintendent, approve Caroline Wernicki as a full time Library Clerk/Paraprofessional beginning approximately October 2, 2023 through June 30, 2024 at Instructional Aide, Step 3 $18.05/hour.

Approve Caroline Wernicki as an OTS cross country track aide for practices and meets at the student supervision rate of $40/hour. Ms. Wernicki will be the primary aide, and Heather Olla will be the backup aide.

At the recommendation of the Superintendent, approve Mary Raefski as a full time Paraprofessional beginning approximately October 16, 2023 through June 30, 2024 at Instructional Aide, Step 10, $20.37/hour, pending criminal history review.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino
Abstain: Mr. Charniga abstained from the OTS cross country track aide

OLD BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT: Motion was made by Ms. Stein and seconded by Ms. Munoz to adjourn the meeting. The time was 8:27 p.m.

Final Resolution: Motion carried on a roll call vote.
Yes: Mr. Charniga, Mr. Davidson, Ms. Fleming, Ms. Jardinella, Ms. Munoz, Ms. Niang, Dr. Simon, Ms. Stein
Absent: Ms. Carrino

Respectfully submitted,

Heather Goguen
Board Secretary